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**Information for Readers moving into Rochester from a different diocese.**

If you are reading this, the chances are that you are a Reader/LLM who has moved into Rochester Diocese, from elsewhere in the CofE, or the Diocese of Europe, or from Wales, so **WELCOME TO ROCHESTER DIOCESE!**

As Warden of Lay Ministry, I’m always pleased to hear from new Readers/LLMs - so please don’t hesitate to email me on [karen.senior@rochester.anglican.org](mailto:karen.senior@rochester.anglican.org) and introduce yourself. You might be finally settling into your new community with ready-made links, following visits here over many years, or you might be completely new to the area and so far have only seen your new parish church from the outside. Either way (or if your circumstances are somewhere in between) it is usually a good move to take some time out of ministry and to settle into your community and the local church – or church you feel drawn to join.

When we license newly trained LLMs it is on the basis that whilst we expect them to complete their training in their sending church, in the future they may be able to offer more in a different parish in the area. In common with most Dioceses our Lay Ministers in Rochester are not evenly distributed among parishes or deaneries, and you may be coming with no pre-conceived ideas about where you might be called to minister, but praying that God will call you to the Church where you could offer most, rather than the church where there is already a large ministry team.

As Warden I would be happy to talk with you about the local churches, or to put you in touch with the Area Dean or my Archdeaconry Deputy Wardens for your new area. You might want to visit a few churches as someone new to the area, but once you feel drawn to a particular church, do tell the incumbent that you are a Reader/LLM and ask about whether the parish has scope for a new minister, and how your particular gifts and passions in ministry and mission might fit in.

Once you and your new incumbent/PiC have agreed that you have found the parish to which you want to be licensed, there are various processes:

1. You will need to complete a confidential declaration, and apply for a new DBS. Currently all Licensed ministers are required to have a fully enhanced DBS, which can be processed in the parish by the parish lead recruiter. Normally these are returned within a week, but after a move to a new area they can sometimes take much longer, so the sooner you begin the process the better.
2. We will ask you to complete a CV, so we have your date of Admission and Licensing, when you were authorised to conduct funerals (if appropriate), and something about you personally. We also need to contact your previous diocese to check you left them ‘in good standing’
3. In line with Safer Recruitment policy we will ask you for the names of two referees, normally including the including the incumbent you previously ministered with.
4. Your new PCC will need to support your licensing, and they will have a simple form to sign saying that they have discussed this and agreed. Some parishes would ask you to get involved “up front” – perhaps reading scripture or leading prayers, so they get a glimpse of you in action leading public worship.
5. We will need to know that you are up to date with safeguarding training. This is now portable between dioceses, but if your last training was C3 in 2018 we will ask you to book for the Leadership module. The upcoming dates for this are on the diocesan website and the sooner you book the sooner you will be trained at the right level for being re-licensed.
6. You are probably aware that all Lay Ministers should have created a Working Agreement before being licensed. We have a standard template for these, and they should be completed with your incumbent. Biennial Lay Ministry Development Reviews are an ideal time to review them.
7. Finally we need a date for your licensing! In Rochester Diocese new Readers/LLMs in parishes are normally licensed in a main service in the parish church, usually by the Archdeacon on behalf of the Bishop. Archdeacon’s diaries fill up fast, so you and your new incumbent will need to be in touch with the Archdeacon’s PA for a date in good time.

If you have moved to Rochester from a Diocese where you had PTO as a Reader, many of the same criteria apply – get in touch and I will let you know what the differences are.

Karen Senior (Warden of Lay Ministry)  
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